

**GENERAL SERVICES
ADMINISTRATION FEDERAL
ACQUISITION SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE
CATALOG/PRICE LIST**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through **GSA Advantage!**, a menu-driven database system. The INTERNET address for **GSA Advantage!** is <http://www.gsaadvantage.gov>

SCHEDULE TITLE: 7FCB-H2-07-0541-B

CONTRACT NUMBER: GS-07F-0021Y, GS-07F-

0022Y CONTRACT PERIOD: October 1, 2011 –

September 30, 2016

For more information on ordering from Federal Supply Schedules click on the GSA Schedules link at www.gsa.gov

CONTRACTOR:

Frontline Public Strategies, Inc.
100 East Washington Street, Floor 1
Springfield, IL 62701-1173
Phone number: 217-528-3434
Web address: www.flstrategies.com

CONTRACTOR'S ADMINISTRATION SOURCE:

Ms. Kim Robinson, President
100 East Washington Street, Floor 1
Springfield, IL 62701-1173
Phone number: 217-528-3434
E-Mail: kimrobinson@frontline-online.com

BUSINESS SIZE: Small





CUSTOMER INFORMATION:

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)

<u>Contact #</u>	<u>SIN</u>	<u>DESCRIPTION</u>
GS-07F-0021Y	541-5	Integrated Marketing Services
GS-07F-0022Y	541-4D	Conference Events and Tradeshow Planning Services

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN:
(Government net price based on a unit of one)

<u>SINs</u>	<u>MODEL</u>	<u>PRICE</u>
541-4, 541-5	Event Associate	\$55.03/hr

1c. HOURLY RATES:

Frontline Public Strategies' Commercial Price List effective January 2009

2. MAXIMUM ORDER*: N/A

*If the best value selection places your order over the Maximum Order identified in this catalog/pricelist, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contactor for a better price. The contractor may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

3. MINIMUM ORDER: \$100

4. GEOGRAPHIC COVERAGE: 50 United States, Washington, DC, and the U.S. Territories

5. POINT(S) OF PRODUCTION: Springfield, IL (Sangamon)

6. DISCOUNT FROM LIST PRICES: 2% from the accepted pricelist. For calculation of the GSA Schedule price (price paid by customers ordering from the GSA Schedule, and the price to be loaded in to GSA Advantage), the contractor should deduct the appropriate basic discount from the list price and add the prevailing IFF rate to the negotiated discounted price (Net GSA price). Current IFF rate is 0.75%.

7. QUANTITY DISCOUNT(S): +1%>\$500,000

8. PROMPT PAYMENT TERMS: Net 30 Days

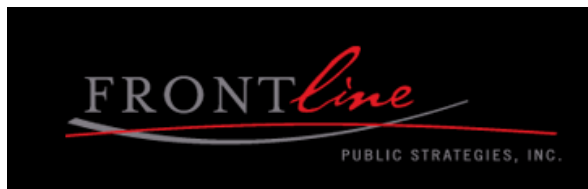
9.a Government Purchase Cards are accepted at or below the micro-purchase threshold.



- 9.b **Government Purchase Cards are accepted above the micro-purchase threshold.**
10. **FOREIGN ITEMS:** None
- 11a. **TIME OF DELIVERY:** As specified on work order
- 11b. **EXPEDITED DELIVERY:** As specified on work order
- 11c. **OVERNIGHT AND 2-DAY DELIVERY:** As specified on work order
- 11d. **URGENT REQUIRMENTS:** Agencies can contact the Contractor's representative to effect a faster delivery. Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.
12. **FOB POINT:** Destination
- 13a. **ORDERING ADDRESS:** Frontline Public Strategies, Inc.
100 East Washington
Street, Floor1
Springfield, IL
62701-1173
- 13b. **ORDERING PROCEDURES:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3
14. **PAYMENT ADDRESS:** 100 East Washington Street Floor 1, Springfield IL 62701-1173
15. **WARRANTY PROVISION:** Standard Commercial Warranty. Customer should contact contractor for a copy of the warranty.
16. **EXPORT PACKING CHARGES:** Not applicable
17. **TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE:** (any thresholds above the micro-purchase level)
18. **TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE):**
N/A
19. **TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE):** N/A
20. **TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE):** N/A



- 20a. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE):** N/A
- 21. **LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE):** N/A
- 22. **LIST OF PARTICIPATING DEALERS (IF APPLICABLE):** N/A
- 23. **PREVENTIVE MAINTENANCE (IF APPLICABLE):** N/A
- 24a. **SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants):**
- 24b. **Section 508 Compliance for EIT:** N/A
- 25. **DUNS NUMBER:** 122472991
- 26. **NOTIFICATION REGARDING REGISTRATION IN CENTRAL CONTRACTOR REGISTRATION (CCR) DATABASE:** Registration valid until June 14, 2012.



Pricing

Labor Position	Unit of Issue	Price Offered to GSA
541 5 Integrated Marketing Services		
Senior Executive	Hour	\$125.89
Senior Account Executive	Hour	\$85.61
Meeting & Events Professional	Hour	\$76.54
Media Specialist**	Hour	\$85.61
Account Executive/Fiscal	Hour	\$72.52
Account Executive/ Public Relations	Hour	\$85.61
Junior Account Executive	Hour	\$60.43
Event Associate	Hour	\$55.39
Graphic Designer**	Hour	\$65.46
Data/Technology Specialist**	Hour	\$85.61



Labor Position	Unit of Issue	Price Offered to GSA
541 4D Conference, Event and Tradeshow Planning Service		
Senior Executive	Hour	\$125.89
Senior Account Executive	Hour	\$85.61
Meeting & Events Professional	Hour	\$76.54
Media Specialist**	Hour	\$85.61
Account Executive/Fiscal	Hour	\$72.52
Account Executive/ Public Relations	Hour	\$85.61
Junior Account Executive	Hour	\$60.43
Event Associate	Hour	\$55.39
Graphic Designer**	Hour	\$65.46
Data/Technology Specialist**	Hour	\$85.61



LABOR DESCRIPTIONS

Senior Executive

Years Experience: 5+

Years Education: BA

Responsibilities: Company management position; responsible for overall management of the company, oversight of employees, client service and all other aspects of executive-level management.

Senior Account Executive

Years Experience: 5

Years Education: BA

Responsibilities: May serve as Executive Director to association clients; participates in all meetings of the Board of Directors and Executive Committee, in person and by teleconference; assists client boards in the development and execution of strategic plan; oversees budget and operations; serves as team leader.

Meeting & Events Professional

Years Experience: 3 years

Years Education: BA; certification preferred

Responsibilities: Plans, organizes, manages, budgets and ensures the effectiveness of conferences, seminars, trade shows and special events.



Media Specialist

Years Experience: 4

Years Education: BA

Responsibilities: Develops and executes media campaigns.

Account Executive/Fiscal

Years Experience: 3+

Years Education: BA preferred

Responsibilities: Prepares all checks in payment of bills in accordance with client policies and procedures; maintains necessary records and accounts, including a general ledger and check registers; supervises on-site registration processes; issues invoices; processes payments, records deposits; manages month-end financial reporting; ensures statement and account reconciliations; monitors cash flow; assists in the preparations of tax filings and annual audits.

Account Executive/ Public Relations

Years Experience: 2-3

Years Education: BA preferred

Responsibilities: Develops and executes public relations and marketing plans.



Junior Account Executive

Years Experience: 1-2

Years Education: BA preferred

Responsibilities: Works at the direction of a senior account executive

Event Associate:

Years Experience: 1-2

Years Education: Some college preferred

Responsibilities: Works at the direction of the Meetings and Events Professional

Graphic Designer

Years Experience: 2-3

Years Education: BA preferred

Responsibilities: Create designs, concepts, and sample layouts based on knowledge of layout principles and esthetic design concepts.

Data/Technology Specialist

Years Experience: 2-3

Years Education: BA preferred

Responsibilities: Provides technical support for all activities; develops customized solutions, establishes processes to maximize efficiency and ensure high quality